

M E M O R A N D U M

TO: MARITZA ABREU, PROGRAM DIRECTOR

FROM: Rebeca N. Rodriguez, TCHS L.D. Counselor

RE: ANNUAL REPORT/LEADERSHIP DEVELOPMENT PROGRAM

DATE: July 12, 1995

Enclosed you will find the annual report which indicates my responsibilities as the L.D. Counselor for the 1994-1995 academic year.

I. INTRODUCTION

Beginning on August 29, 1994 I became the Leadership Development counselor at Trenton Central High School. As a counselor for TCHS, I am responsible for counseling in the areas of career, academics, and personal. I am also responsible for assisting students with college and financial aid applications.

I was able to accomplish my responsibilities as counselor through home visits, follow-ups, and the counseling sessions described in the previous paragraph.

CONTACTS:

1. Marlene Lao-Collins, Trenton Board of Education
2. Carlos Pacheco, Affirmative Action Officer, City of Trenton
3. Ramonita Santiago, Asst. Dean Academic Affairs-Douglass College, Rutgers University
4. David Morales, Minority Recruitment Officer, Trenton State College and Trenton Board of Education Member
5. Dr. Bernice Venable, Superintendent of Schools, Trenton
6. Charles Ramsey, TCHS principal
7. Edna J. Pratico, TCHS vice-principal
8. Jessie Tossie, Assisant principal
9. Aida Ramirez, TCHS Spanish teacher
10. Randy Morrison, TCHS Guidance Counselor
11. Christopher DeJesus, TCHS Math Teacher
12. Aida Vasquez, Attendance Counselor
13. Jose Valentin, Trenton State College EOF Counselor
14. Reinaldo Cortes, Rowan College Recruitment Officer
15. Judy Burgos, Puerto Rican Parade Committee
16. Carmen Ruiz, Latina Women's Council
17. Jose Oliva, TCHS Act. Asst. Principal
18. Raul T. Barriera, St. Peter's College Admissions Counselor
19. Mirta D'Amato, Trenton Times

II. HIGHLIGHTS

The following are activities which were important to the development of the students in the Academic Achievement Program's caseload:

1. ASPIRA Family Night, TCHS Auditorium, October 13 stds.
This event was held for the first time in Trenton. The students were very involved in the success of the evening. Most of the presentations were made by them.
2. ASPIRA Annual Youth Conference, Rutgers University, Rutgers Student Center, New Brunswick, April 13th.
3. ASPIRA Annual Talent Show, Robbins Elementary School, April 28th, 24 stds.

III. CASELOAD DATA:

The beginning caseload for the 1994-95 program year totaled 71 students. An additional 44 students completed intakes. The caseload amounted to 115. Of this number, 45 or 39% of the active caseload were males and 70 or 61% were females.

-The ethnicity number and percentage of the total cumulative active caseload is as follows:

* 100	or 87	%-----	Puerto Rican
* 7	or 6.1%	-----	Dominican
* 3	or 4.4%	-----	Other Latino
* 2	or 1.7%	-----	African American
* 1	or .009%	-----	Other

-Income profile, number and percentage of cumulative active caseload:

* 37	or 32.2%	-----	Below \$9,420
* 14	or 12.2%	-----	\$9,420 - 12,629
* 5	or 4.3%	-----	\$12,630 - 15,839
* 7	or 6.1%	-----	\$15,840 - 19,049
* 7	or 6.1%	-----	\$19,050 - 22,259
* 7	or 6.1%	-----	\$22,260 - 25,469
* 13	or 11.3%	-----	\$25,470 - 28,679
* 6	or 5.2%	-----	\$28,680 - 31,890
* 19	or 16.5%	-----	\$31,890 - above

-IN TERMS OF THE CLOSED CASES, THE BREAKDOWN IS AS FOLLOWS:

MALE & FEMALE

	Number	Percentage
* Male	11	40.7%
* Female	16	59.3%
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*TOTAL	27	100 %

ETHNICITY

	Number	Percentage
* Puerto Rican	23	85.1%
* Dominican	0	0%
* Other Latino	3	11.1%
* African American	1	3.7%
* Other	0	0%
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* TOTAL	27	100 %

INCOME

	Number	Percentage
* Below--\$9,420	12	44.4%
* \$9,420--12,629	3	11.1%
* \$12,630--15,839	0	0%
* \$15,840--19,049	1	3.7%
* \$19,050--22,259	0	0%
* \$22,260--25,469	2	7.4%
* \$25,470--28,679	3	11.1%
* \$28,680--31,890	1	3.7%
* Above--31,890	5	18.5%
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* TOTAL	27	100 %

-IN TERMS OF THE BEGINNING CASELOAD FOR THE NEXT PROGRAM YEAR,
THE BREAKDOWN IS AS FOLLOWS:

MALE & FEMALE

	Number	Percentage
* Male	34	39 %
* Female	54	61 %
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* TOTAL	88	100 %

ETHNICITY

	Number	Percentage
* Puerto Rican	77	87.5%
* Dominican	7	8.0%
* Other Latino	2	2.3%
* African American	1	1.1%
* Other	1	1.1%
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*TOTAL	88	100 %

INCOME

	Number	Percentage
* Below--\$9,420	27	30.7%
* \$9,420--12,629	9	10.2%
* \$12,630--15,839	5	5.7%
* \$15,840--19,049	6	6.8%
* \$19,050--22,259	7	8%
* \$22,260--25,469	5	5.7%
* \$25,470--28,679	10	11.4%
* \$28,680--31,890	4	4.5%
* Above--31,890	15	17%
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*TOTAL	88	100 %

IV. COUNSELING SESSIONS:

The Leadership Program at Trenton Central High School generated 727 counseling sessions during the 1994-95 school year. Its breakdown is as follows:

	Number	Percentage
* Initial Session	44	6.1%
* Career Counseling	19	3%
* Academic Counseling	167	23%
* Admissions Counseling	100	13.8%
* Financial Aid Counseling	46	6.3%
* Leadership Development	122	16.8%
* Personal Counseling	156	21%
* Home Visits	8	1.1%
* Club Meetings	51	7%
* Case Conference	12	1.7%
* Referrals	2	.28%
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* TOTAL	727	100%

V. RECRUITMENT STRATEGIES:

The strategy implemented to recruit students consisted of referrals from guidance counselors and teachers, club meetings, person to person contact, and referrals from ASPIRANTES.

VI. PLACEMENTS

The following students were placed in post-secondary institutions:

Dean Agosto	Rutgers University-Cook College
Hugo Andrade	Seton Hall University
Rachel Del Valle	Trenton State College
Nackycilia Gomez	Monmouth University
Jacquelyn Leon	University of Massachusetts
Maribel Melendez	Mercer County Community College
Maritza Rivera	Mercer County Community College
Anibal Santos	Rowan College
Gladys Villanueva	Mercer County Community College

The following student was placed in the Upward Bound Summer Program at Trenton State College: Argely Cespedes

The following student was placed in the Excel Summer Program: Yeimmy Soto

VII. PROGRAM ACTIVITIES:

1. Multicultural Unity Fest, Mill Hill Pk, Trenton, September 25, 10 stds.
2. Workshop, Mission and Philosophy, TCHS, September 28, 7 stds.
3. ASPIRA Student Leadership Retreat, Princeton-Blairstown Education Ctr, Blairstown, Oct 14-16, 3 stds.
4. ASPIRA Family Night, TCHS Auditorium, Trenton, Oct. 19, 13 stds.
5. Community Service, Fishes and Loaves Soup Kitchen, St. Mary's Cathedral, Trenton, Oct. 22, 5 stds.
6. Community Service, Fishes and Loaves Soup Kitchen, St. Mary's Cathedral, Trenton, Nov. 19, 2 stds.
7. Community Service, Fishes and Loaves Soup Kitchen, St. Mary's Cathedral, Trenton, Nov. 26, 2 stds.
8. Field Trip, Hispanic College Day, Trenton State College, Ewing, Dec. 1, 10 stds.
9. Field Trip, NJN Studio-town Mtg: Teens at Risk, Trenton, Dec. 16, 13 stds.
10. Field Trip, Ice Skating, Mercer County Park, Trenton, Dec. 30, 4 stds.
11. Three Kings' Annual Fest, TCHS Comm. Rm., Trenton, Jan. 6, 4 stds.
12. Workshop, Self-Help, TCHS, Trenton, Jan. 10, 13 stds.
13. Field Trip, Latina Recruitment, Douglass College, Rutgers University, New Brunswick, Feb. 17-18, 5 stds.
14. Field Trip, ASPIRA Corporate Luncheon, Robert Treat Hotel, Newark, March 1, 5 stds.
15. Minority Male Conference, TCHS, Trenton, March 4, 5 stds.
16. Conference, Jersey City State College Career Conference, Jersey City, March 17, 20 stds.
17. Field Trip, R.U.E.P. Recruitment, Rutgers University, New Brunswick, March 31, 12 stds.
18. Field Trip, University of Massachusetts, Amherst, Apr. 7-8, 2 stds.

19. Field Trip, University of Connecticut, Storrs, Apr. 7-8, 11 stds.
20. Conference, ASPIRA Annual Statewide Youth Conf., Rutgers College, New Brunswick, Apr. 13, 29 stds.
21. ASPIRA Talent Show Practice, Program Director's Hse., Apr. 18, 10 stds.
22. ASPIRA Talent Show Practice, TCHS, Apr. 20, 9 stds.
23. ASPIRA Talent Show Practice, Student's Hse., Apr. 22, 8 stds.
24. ASPIRA Talent Show Practice, TCHS, Apr. 24, 11 stds.
25. ASPIRA Talent Show Practice, TCHS, Apr. 26, 19 stds.
26. ASPIRA Talent Show Practice, TCHS, Apr. 27, 17 stds.
27. Annual ASPIRA Talent Show, Robbins School, Trenton, Apr. 28, 24 stds.
28. Other, "Puerto Rican Obituary" Videotaping, TCHS, Trenton, May 12, 5 stds.
29. Workshop, Adopt-A-Highway Safety Workshop, TCHS, Trenton, May 16, 5 stds.
30. Community Service, Adopt-A-Highway Clean-up, Rte. 206, Mile post 38 to 38.9, Trenton/Bordentown, May 20, 5 stds.
31. Other, Latino Chamber of Commerce Banquet, Baldassari Regency, Trenton, May 21, 6 stds.
32. ASPIRA Annual Awards Ceremony, Douglass College, Rutgers University, New Brunswick, June 2, 6 stds.
33. Workshop, Leadership, TCHS, Trenton, June 6, 14 stds.
34. End-of-the-Year Cookout, Program Director's Hse., Trenton, June 23, 10 stds.
35. Field Trip, Puerto Rican Travelling Theatre, New York City, June 29, 8 stds.

VIII. CLUB ACTIVITIES:

1. Club Officers' Mtg., TCHS, Trenton, Sept. 19, 4 stds.
2. Club Mtg., TCHS, Trenton, Sept. 20, 24 stds.
3. Club Officers' Mtg., TCHS, Trenton, Sept. 26, 3 stds.
4. Club Mtg., TCHS, Trenton, Sept. 27, 21 stds.
5. Family Night Com. Mtg. TCHS, Trenton, Sept. 30, 5 stds.
6. Club Officers' Mtg., TCHS, Trenton, Oct. 3, 4 stds.
7. Club Mtg., TCHS, Trenton, Oct. 4, 17 stds.
8. Club Mtg., TCHS, Trenton, Oct. 11, 19 stds.
9. Club Mtg., TCHS, Trenton, Oct. 17, 14 stds.
10. Family Night Com. Mtg. TCHS Trenton, Oct. 17, 9 stds.
11. Fundraising Preparation, TCHS, Trenton, Oct. 24, 7 stds.
12. Fundraiser, Bake Sale, TCHS, Trenton, Oct. 25, 17 stds.
13. Fundraiser, Candygram Sale, TCHS, Trenton, Oct. 31,
7 stds.
14. Club Mtg., TCHS, Trenton, Nov. 1, 16 stds.
15. Club Mtg., TCHS, Trenton, Nov. 8, 11 stds.
16. Club Officers' Mtg., TCHS, Trenton, Nov. 14, 3 stds.
17. Club Mtg., TCHS, Trenton, Nov. 15, 9 stds.
18. Club Officers' Mtg., TCHS, Trenton, Nov. 21, 2 stds.
19. Club Mtg., TCHS, Trenton, Nov. 29, 13 stds.
20. Club Mtg., TCHS, Trenton, Dec. 5, 4 stds.
21. Club Officers' Mtg., TCHS, Trenton, Dec. 6, 16 stds.
22. Club Mtg., TCHS, Trenton, Dec. 12, 2 stds.
23. Club Officers' Mtg., TCHS, Trenton, Dec. 13, 9 stds.
24. Club Officers' Mtg., TCHS, Trenton, Dec. 19, 3 stds.
25. Club Mtg., TCHS, Trenton, Dec. 20., 11 stds.
26. Fundraiser, Bake Sale, TCHS, Dec. 21, 8 stds.

VIII. CLUB ACTIVITIES (con't.):

27. Club Officers' Mtg., TCHS, Trenton, Jan. 9, 3 stds.
28. Club Mtg., TCHS, Trenton, Jan. 10, 13 stds.
29. Club Officers' Mtg., TCHS, Trenton, Jan. 13, 2 stds.
30. Club Mtg., TCHS, Trenton, Jan. 17, 11 stds.
31. Club Mtg.-Bulletin Board and Fundraising, TCHS, Trenton, Jan. 18, 7 stds.
32. Club Officers' Mtg., TCHS, Trenton, Jan. 30. 3 stds.
33. Club Mtg., TCHS, Trenton, Jan 31, 8 stds.
34. Club Officers' Mtg., TCHS, Trenton, Feb. 6, 3 stds.
35. Club Mtg., TCHS, Trenton, Feb. 7, 8 stds.
36. Club Officers' Mtg., TCHS, Trenton, Feb. 27, 2 stds.
37. Club Mtg., TCHS, Trenton, Feb. 28, 8 stds.
38. Club Mtg.-Talent Show, TCHS, Trenton, March 7, 5 stds.
39. Club Mtg.-Bulletin Board, TCHS, Trenton, March 9, 3 stds.
40. Club Officers' Mtg., TCHS, Trenton, March 13, 1 std.
41. Club Mtg., TCHS, Trenton, March 14, 11 stds.
42. Club Mtg.-Bulletin Board, TCHS, Trenton, March 21, 11 stds.
43. Club Officers' Mtg., TCHS, Trenton, March 27, 1 std.
44. Club Mtg., TCHS, Trenton, March 28, 6 stds.
45. Club Mtg.-Talent Show, TCHS, Trenton, Apr. 4, 7 stds.
46. Club Mtg.-Talent Show, TCHS, Trenton, Apr. 11, 21 stds.
47. Club Mtg.-Talent Show, TCHS, Trenton, Apr. 21, 14 stds.
48. Club Mtg.-Talent Show, Student's Hse., Trenton, Apr. 22, 8 stds.
49. Club Officers' Mtg., TCHS, Trenton, May 8, 1 std.
50. Club Officers' Mtg., TCHS, Trenton, May 9, 4 stds.
51. Club Officers' Mtg., TCHS, Trenton, May 15, 1 std.

VIII. CLUB ACTIVITIES (con't.):

- 52. Club Mtg., TCHS, Trenton, May 16, 10 stds.
- 53. Club Mtg., TCHS, Trenton, May 23, 9 stds.
- 54. Club Mtg., TCHS, Trenton, May 30, 10 stds.
- 55. Club Mtg., TCHS, Trenton, June 6, 14 stds.

IX. STAFF DEVELOPMENT:

1. Training, CHPRD-Achieving the Competetive Edge for the Year 2000, Lawrenceville Training Center, Sept. 9
2. Staff Training, Rutgers University, New Brunswick, Sept. 9-15
3. Public Relations, Substance Abuse Awareness Initiative, MCCC-JKC, Sept. 20
4. Mtg. with Edna J. Pratico, Vice-Principal, TCHS, September 22
5. Mtg. with Charles Ramsey, Principal, TCHS, Oct. 2
6. Mtg. with Steve Garibaldi, NJ Adopt-A-Highway Program, Mercer Cty Ctr., October 11
7. Public Relations, Hispanic Bar Assoc. of NJ Press Conf., NJ Capitol, Trenton, Oct. 12
8. South Region Unit Mtg., Camden Cty. Ctr., Camden, Oct. 28
9. Other Mtg., Dean Ramonita Santiago of Douglass College-Rutgers University, Essex Cty. Ctr., Nov. 18
10. South Region Unit Mtg., Mercer Cty. Ctr., Trenton, Dec. 9
11. South Region Unit Mtg., Mercer Cty. Ctr., Trenton, March 10
12. South Region Unit Mtg., Mercer Cty. Ctr., Trenton, May 5
13. Time Mgt. Wkshp, Urban Women's Ctr., Trenton, May 18
14. Public Relations, Latino Chamber of Commerce of Mercer County Banquet, Baldassari Regency, Trenton, May 21
15. South Region Unit Mtg., Mercer Cty. Ctr., Trenton, June 9

X. RESOURCE DEVELOPMENT AND OTHER COMMENTS:

*Ramonita Santiago-Golojuch, Assist. Dean of Academic Affairs,
Douglass College, Rutgers University

*David Morales, Minority Recruitment Officer, Trenton State
College

*Al Harris, Consultant, Latino Chamber of Commerce of Mercer
County

XI. YEARLY CALENDAR: 1994-95 ACADEMIC YEAR

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| September | <ul style="list-style-type: none">- Follow-up on the open cases- Initial contact with students on caseload- Recruitment to meet caseload quota- Home Visits- Club Meeting- Workshop (Icebreaker)- Workshop for Club Officers- Soup Kithchen Comm. Service |
| October | <ul style="list-style-type: none">- General follow-up on caseload- Home Visits- Halloween Fundraiser- Workshop (Mission and Philosophy)- Continue Recruitment- Club Meeting- Home Visits- ASPIRA Family Night- Leadership Development Retreat |
| November | <ul style="list-style-type: none">- Continue Club Recruitment- Club Meeting- Home Visits- Workshop (Writing a College Essay)- Workshop (What College is Right for Me?)- Adopt-A-Highway Clean-up- Soup Kitchen Comm. Service- Bake Sale |
| December | <ul style="list-style-type: none">- Continue Recruitment- Home Visits- Workshop (College Admissions)- Bake Sale- Soup Kitchen Comm. Serv.- Christmas Party |
| January | <ul style="list-style-type: none">- Finalize Recruitment Caseload- Club Meeting- Home Visits- Bake Sale- Soup Kitchen Comm. Serv.- Workshop (Financial Aid) |
| February | <ul style="list-style-type: none">- Club Meeting- Home Visits- Valentine's Day Dance- Bake Sale- Field Trip- Latina Recruitment |

XI. YEARLY CALENDAR 1995-1996 CONT'D.

March	<ul style="list-style-type: none">- Club Meeting- Home Visits- Bake Sale- Annual Corporate Luncheon- Field Trip- Adopt-A-Highway Clean-up
April	<ul style="list-style-type: none">- Club Meeting- Home Visits- Bake Sale- 9th Annual ASPIRA Talent Show- Field Trip- ASPIRA Annual Youth Conference
May	<ul style="list-style-type: none">- Club Meeting- Home Visits- Field Trip
June	<ul style="list-style-type: none">- Club Meeting- Home Visits- Awards Night Ceremony- Club Officers' Elections- Workshop (Leadership)- End-of-the-Year Cookout- Adopt-A-Highway Clean-up
July	<ul style="list-style-type: none">- Home Visits- Field Trip
August	<ul style="list-style-type: none">- Home Visits- Puerto Rican Parade